



Australian Government

Australian Industrial Registry

5 March 2009

Mr Brian Seidler
Executive Director
Master Builders Association of NSW
Private Bag 9
BROADWAY NSW 2007

Dear Mr Seidler

Annual Return of Information Contained In Records Kept By Organisation - AR2009/385

The Registry has received your declaration dated 5 February 2009 providing information in accordance with subsection 233 of Schedule 1 of the *Workplace Relations Act 1996*. The document was lodged by facsimile in the Industrial Registry on 5 February 2009.

The document lodged covers the following information:

- Number of members and employees as at 31 December 2008.
- Declaration that the register of members was maintained as required by s230.
- List of offices of the organisation and of the persons holding those offices.
- The address of the office of the organisation.
- A statement regarding the elections which must be held under the organisation's rules during 2009.

These documents meet the requirements of the *Workplace Relations Act 1996* and have now been filed.

Yours Sincerely

A handwritten signature in black ink, appearing to read 'Steve Teece'.

Steve Teece
Research, Information and Advice Team
NSW Registry



**Master
Builders
Association**

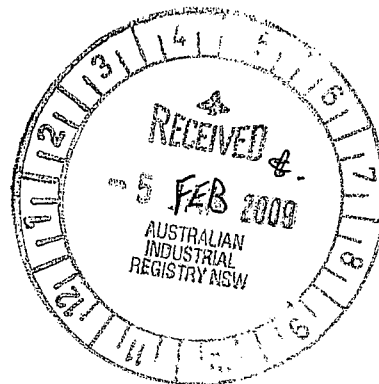
New South Wales

5 February 2009

Australian Industrial Registry
Level 8, Terrace Towers
80 William Street
EAST SYDNEY NSW 2001

Attention: Mr Steven Teece

By Facsimile: (02) 9380-6990



Dear Mr Teece,

**RE: THE MASTER BUILDERS ASSOCIATION OF NEW SOUTH WALES
ANNUAL RETURN OF INFORMATION CONTAINED IN RECORDS
KEPT BY ORGANISATION
REFERENCE: AR 2009/385**

Please find attached Declaration for Annual Return for the Master Builders Association of New South Wales.

Please do not hesitate to contact the undersigned on (02) 8586-3503 should you have any enquiries.

Yours faithfully,

**Brian Seidler
EXECUTIVE DIRECTOR**

Attach.

Master Builders Association of NSW ABN 96 550 042 906

52 Parramatta Road
Forest Lodge NSW 2037

Private Bag 9
Broadway NSW 2007

T: (02) 8586 3555
F: (02) 9660 3700

enquiries@mbansw.asn.au
www.mbansw.com.au

5 February 2009

DECLARATION

I, Brian Seidler of 52 Parramatta Road, Forest Lodge, NSW 2037 in the State of New South Wales, Executive Director of the Master Builders Association of NSW, do solemnly and sincerely declare as follows:

1. A register of members of the Master Builders Association of NSW showing the name and postal address of such members is kept by the Association through an IMIS database entry system. Such register of members is updated regularly and in accordance with the requirements of the Regulations of the Industrial Relations Act 1996.
2. The list of office-holders of the Association is as follows :

Mr Dan Murphy
President
Fugen Holdings Pty Ltd
P O Box 566
ALEXANDRIA NSW 1435
Tel : 02 9550 5344
Fax : 02 9516 4067
Mobile : 0412 274 756
Building Contractor

Mr Gordon Leggett
Deputy President
Maincorp Construction Group Pty Ltd
PO Box 476
FRENCHS FOREST NSW 1640
Tel: 02 9986 2988
Fax: 02 9986 2944
Mobile: 0411 727 307
Building Contractor

Mr Peter Court
Vice-President
Concourt Pty Ltd
[REDACTED] 88
[REDACTED]
Mobile: 0414 422 600
Building Contractor

Mr Martin Patience
Vice President
Grindley Constructions Pty Ltd
PO Box 912
PYMBLE NSW 2073
Tel: 02 9988 3811
Fax: 02 9988 3575
Mobile: 0414 994 826
Building Contractor

Mr Ross Mitchell
Vice President
Ross Mitchell & Associates Pty Ltd
[REDACTED]
[REDACTED]
[REDACTED]
Mobile: 0418 215 076
Specialist Contractor

Mr Paul Maginness
Vice President
Magi-Build Building Contractors
PO Box 112
ALBURY NSW 2640
Tel: 02-6021 4634
Fax: 6041 3057
Mobile: 0418 166 409
Building Contractor

3. **The Association's Head Office is located at :**
52 Parramatta Road FOREST LODGE NSW 2037
Telephone : (02) 8586 3555 Facsimile : (02) 9660 3700

The Association's Northern Regional Office is located at :
Shop 1, 97 Tamar Street BALLINA NSW 2478
Telephone : (02) 6681 4266 Facsimile : (02) 6681 4262

The Association's Central Coast Office is located at :
Unit 7 / 4 Stockyard Place WEST GOSFORD NSW 2250
Telephone : (02) 4323 4588 Facsimile : (02) 4323 4922

The Association's Newcastle Office is located at:
Level 1, 118 Belford Street BROADMEADOW NSW 2292
Telephone: (02) 4962 4900 Facsimile: (02) 4962 3511

The Association's Southern Region's Office is located at:
Unit 3, 16 Wason Street, ULLADULLA NSW 2539
Telephone: (02) 4454-1955 Facsimile: (02) 4454-1722


The Association's Albury/Wodonga Office is located at:
Suite 2, 1 Birallee Place WODONGA VIC 3690
Telephone: (02) 6059-6066 Facsimile: (02) 6059-7370



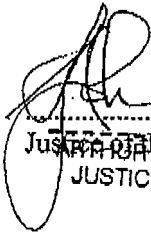
- 4. The Association holds elections annually (in October/November) in accordance with the Rules of the Organisation. The next annual election shall commence in October 2009, the last election being declared by the Australian Electoral Commission (AEC) in Election E No. 2008/229.
- 5. As at 31 December 2008 the Master Builders Association of NSW membership stood at 7,482.

And I make this solemn declaration conscientiously believing the same to be true.

Declared at Sydney)
 This fifth day of February 2009)
 Two thousand and Nine)
 before me)



 Brian Seidler
 Executive Director
 Master Builders Association of NSW



 Justice of the Peace/Solicitor
 CHRISTIAN JOHN JOHNSON
 JUSTICE OF THE PEACE # 101640



Australian Government
Australian Industrial Registry

28 January 2009

Mr Brian Seidler
Master Builders' Association of New South Wales, The
Private Bag 9
Broadway NSW 2007

Dear Mr Seidler

**Master Builders' Association of New South Wales, The
Annual Return of Information for 2009 [AR2009/385]**

This is a courtesy letter to remind you of the obligation to lodge an Annual Return of Information for 2009 in respect of the above by **31 March 2009**.

A signed and dated declaration certifying matters prescribed in Schedule 1 of the *Workplace Relations Act 1996* [the "**RAO Schedule**"] must be lodged in the Registry by that date. The matters to be included in the declaration are set out in the attached Checklist.

The declaration must be signed by the secretary, or where applicable, such other elected official who is required under the rules or by resolution of the organisation, to keep the relevant records (the "other prescribed officer"). A declaration signed by a non-elected person does not meet this requirement.

The secretary or other prescribed officer must also notify the Registry within 35 days of any changes to such records.

Failure to comply with these obligations is subject to a civil penalty provision – see s305 of the RAO Schedule.

Once an Annual Return or change of records has been lodged, a copy will be posted on the Commission's website at www.airc.gov.au – under *Registered organisations - Files of registered organisations*. To protect the privacy of the relevant office holders listed in declarations, you may wish to list their postal, rather than home addresses.

The Registry encourages you to lodge all returns electronically (e.g. as pdf files) at RIASydney@airc.gov.au. Alternatively, you can forward the documents by fax to (02) 9380 6990.

Please ensure that emailed documents include signatures where required e.g. by scanning the signed documents into a PDF or TIF format.

Please do not hesitate to contact me on (02) 8374 6507 or by e-mail at steve.teece@airc.gov.au if you wish to discuss the requirements outlined in this correspondence.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Steve Teece'.

Steve Teece
Statutory Services Branch

Obligation to lodge Annual Return of Information by 31 March

A copy of each of the following records must be lodged in the Industrial Registry between 1 January and 31 March each year. They must be certified by a declaration stating that it is a correct statement of the information contained in that record, signed by the secretary or such other elected official who is required under the rules, or by resolution of the organisation, to keep the relevant records (the "other prescribed officer" see RAO Regulation 150).

For full details see ss230-233 of the RAO Schedule (the *Registration and Accountability of Organisations Schedule*) which forms Schedule 1 to the *Workplace Relations Act 1996*, and Regulations 149-151 of the RAO Regulations (the *Workplace Relations (Registration and Accountability of Organisations) Regulations 2003*).

Failure to comply with these obligations is subject to a civil penalty provision – see s305 of the RAO Schedule.

Requirement	Details of requirement
Maintenance of Register of Members	A declaration by the secretary or other prescribed officer certifying that the register of members has, during the immediately preceding calendar year, been kept and maintained as required by ss230(1)(a) and (2) [s233(1)(a)]
List of Offices	A list of the offices in the organisation and each branch (note the definition of "office" and "officer" in ss6 and 9) [s230(1)(b)]
List of Office holders	A list of the names, postal addresses and occupations of the persons holding the offices (note the definition of "office" and "officer" in ss6 and 9) [s230(1)(c)]
List of Branches	A record of the name of each branch of the organisation [s230(1)(d) and reg. 147(a)]
New Branches	A record of the name of each branch that commenced operation in the previous 12 months [s230(1)(d) and reg. 147(b)]
Old Branches	A record of the name of each branch that ceased operation in the previous 12 months [s230(1)(d) and reg. 147(c)]
Addresses of Organisation and Branches	A record of the address of the office of the organisation and the address of the office of each branch [s230(1)(d) and reg. 147(d)]
Elections in Organisation and Branches	A record of each election that must, under the rules of the organisation, be held during the year commencing 1 January of the year in which the return is lodged, for any offices in the organisation and branches of the organisation . [s230(1)(d) and reg. 147(e)] Note: this provision does not relieve an organisation or branch from the separate requirement to lodge prescribed information prior to each election, as required by s189 of the RAO Schedule
Statement concerning number of members	A record of the number of members on 31 December in the previous year, and: if the organisation has entered into an agreement relating to members of State unions under s151(1) of the RAO Schedule - a record of the number of members of the organisation who were (on 31 December in the previous year) ineligible State members in relation to the organisation within the meaning of s150 of the RAO Schedule. [s230(1)(d) and reg. 147(f) and (g)]

Obligation to notify of changes within 35 days

If there are any changes during the year to the list of offices, list of officeholders, list of branches (where relevant) and the address of the organisation and/or its branches an organisation must, within 35 days of the change, lodge in the Industrial Registry, a notification of such changes certified by declaration signed by the secretary or other prescribed officer of the organisation to be a correct statement of the changes made [RAO s233(2) and reg. 151 refer].